



**Planning Council Meeting**  
Ramon Jackson & Angela Moore | Co-Chairs

**Minutes**

**Date:** Wednesday July 28, 2021      **Time:** 1:00pm-3:20pm

**Location:** <https://us02web.zoom.us/j/89811432886?pwd=cmRldFJ0RnQxWHNjczZlUU9GYTdqUT09>

**Attendees:** Angela Moore, Barbara Green-Adjugo, Shelly Stinson, Jessica Price, Judy Eliachar, Angel Mateo, Angel Dominquez, Freddie Smith, April Lango, Brian Ragas, Diana Dupree, Dionne Lien, Felecia Greenly, Jessica Osorio, Guadalupe Morimune, Megan Crowley, Phoenix Smith

**Staff:** Dena Rifahie, Evette Brandon, George Ayala

**Mission:** The Oakland Transitional Grant Area Planning Council will provide comprehensive planning, prioritization, and resource allocation regarding HIV/AIDS services in Alameda and Contra Costa Counties that is inclusive, equitable, compassionate, and respectful of human rights.

<b>TIME</b>	<b>ITEM</b>	<b>FACILITATOR</b>
1:00pm	<p><b>Call to Order:</b> 1:06 pm</p> <ul style="list-style-type: none"> <li>• Introductions</li> <li>• Moment of Silence</li> <li>• Read Mission Statement</li> <li>• <b>Agenda Review and Approval</b></li> </ul> <p>Motion to approve: Freddie Second: Judy Status: Approved</p> <ul style="list-style-type: none"> <li>• <b>Review and Approval of April Meeting Minutes</b></li> </ul> <p>Motion to approve: Barbara Second: Freddie Status: Approved</p>	Co-Chairs
1:15	<p><b>Public Comment</b> (regarding agenda items only)</p> <ul style="list-style-type: none"> <li>• Question about why public comments must be kept to agenda items.</li> </ul>	
	<b><u>UNFINISHED BUSINESS</u></b>	Angela/Ramon
1:20	<p><b>Recipient Reports</b> (please review written reports, questions only)</p> <ul style="list-style-type: none"> <li>• Phoenix: <ul style="list-style-type: none"> <li>▪ Rama is retiring and her last day is 8/6.</li> <li>▪ Updating Policies &amp; Procedures for community of providers.</li> </ul> </li> </ul>	Phoenix Smith Jessica Osorio Sean Abucay



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- High rate of staff turn-over at agencies.
- Finalizing carry over request to submit to HRSA for approval for this money to be put into emergency financial assistance.
- Phoenix is stepping down and George Ayala will now be the Recipient representative.
- 
- Jessica:
  - Evening sexual health clinic has opened and merged with women’s Health, and time has been extended to 8:30pm. Clinics are open till 9:30 if need be. They also have women healthcare rolled in. Evening timeslots are very convenient for working people.
  - Have lost staff and have vacancies available.
- Guadalupe:
  - General Office of Aids is working with counseling center to develop statewide plan centered around racial equity and other determinants of health. Have developed a survey that we are asking you to share with your communities.

1:35

### Committee Reports

- EC:
  - Have reviewed workplan and have asked to extend allocations. Hard date for allocations stands.
- PLWHA:
  - Were supposed to have a second meeting for Epi data training, but it did not happen. Working to reschedule that meeting.
- QSC:
  - Did Resource Inventory division. Each member took 7 resources and will have that ready by 7/30. We also reviewed some of the Standards of Care and will continue doing this.

Executive- Ramon/Angela  
 PLWHA – Diana  
 QSC- Angela  
 PPAC- Barbara



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	<ul style="list-style-type: none"> <li>• <b>PPAC:</b> <ul style="list-style-type: none"> <li>▪ Continuing to move forward with service category allocations. Have looked at different data and will take all of this into consideration. We have a robust set of data to pull from for allocations recommendations. Next year we should be able to do this differently and with more time and data to consider if we are funding the right categories.</li> </ul> </li> </ul>	
1:45	<p><b>Planning Council Staff Report</b></p> <ul style="list-style-type: none"> <li>• Membership Committee Meeting &amp; New Members.           <ul style="list-style-type: none"> <li>▪ Membership Committee meeting went well, and we have 4 new members.</li> </ul> </li> <li>• PC must do Priority Setting from list of 28 Service Categories.           <ul style="list-style-type: none"> <li>▪ Please send PCS Priority Setting Ballot. Needs to be done today.</li> </ul> </li> </ul>	Dena
	<b><u>NEW BUSINESS</u></b>	Angela/Ramon
1:50	<p><b>OTGA Officers Re-Election</b></p> <ul style="list-style-type: none"> <li>▪ Officer re-election was done.</li> </ul>	Co-Chairs
2:00	<p><b>Client Satisfaction Survey Review:</b></p> <ul style="list-style-type: none"> <li>• Contra Costa           <ul style="list-style-type: none"> <li>▪ 100 unique responses collected.</li> <li>▪ 15 \$20 grocery gift cards were raffled.</li> <li>▪ 75%-24% Male to Female respondent ratio.</li> <li>▪ 35% respondents White, 32% African American, 22% Latino.</li> <li>▪ 45% Homosexual, 42% heterosexual.</li> <li>▪ Regardless of demographics, most consumers were satisfied with Case Managers.</li> <li>▪ Consumer most satisfied with case mangers sensitivity to gender and sexual orientation.</li> </ul> </li> </ul>	Anuja Chand Pam Casey



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- 50–59-year-old consumers responded to smart phone COVID-19 support satisfaction questions.
- Majority felt that voucher support for food and gas during the pandemic was very helpful.
- Majority satisfied with virtual psychosocial support group.
- Feedback overwhelmingly positive for clinical services.
- Younger age group responded they would use telehealth services again.
- Alameda County
  - Distributed Sept 2020 -January 2021.
  - Offered \$25 gift card and additional card raffle.
  - Collected 200 Surveys.
  - Translated into Spanish, Chinese and Vietnamese.
  - 58% of respondents African American.
  - Almost 50-50 Male to Female response.
  - 59% of respondents Heterosexual.
  - 82% own or rent house or apartment.
  - 46% unemployed.
  - Most need is for food assistance followed by health insurance coverage, mental health support, help paying bills, housing assistance and transportation assistance.
  - 86% last visit with health care provider was over the phone.
  - 75% said it would be easier to attend appointments with Lyft or Uber Vouchers.
  - 95% have access to personal cell phone.
  - 56% care before COVID is the same as care now.
  - 75% said they prefer in-person visit with service provider.
  - 98% said they received services in language they prefer.



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**Announcements**

- Loren Jones's in-person ceremony will be at the presbyterian church in Berkely on Saturday.

3:00

**Evaluation and Adjourn: 2:57pm**

Co-Chairs

**GROUP NORMS:**

1. Do not take things personally.
2. Be anchored in our mission.
3. Agree to disagree.
4. Active, intentional, attentive, listening/Eyes, ears, head, & heart
5. No retribution for what gets said here.
6. Be present in call to service/Be prepared & ongoing.
7. No judgement/Take a breath & set it aside.
8. Everyone's effort & time is valued.
9. Consciously arrive on same agenda as others
10. Encourage clarifying questions/Do not assume lack of preparation.
11. Exhibit patience with each other.
12. Be a welcoming body to all.
13. Respect each other as leaders.
14. Be more creative & efficient in deliberations.
15. Be on time.
16. Avoid using acronyms and abbreviations or explain what they stand for.

The **Vibe Monitor** (Chairs and/or Planning Council Staff) can enforce the above ground rules in situations of disruptive behavior. Pursuant to the OTGA Bylaws members can be removed from the meeting and/or council for disruptive conduct or conduct affecting the council's integrity of the community's confidence.